



INVITATION TO BID

Page 1 of 3

(This is not an order.)

CITY OF CLEVELAND

Division of Purchases & Supplies
601 Lakeside Avenue
Room 128
Cleveland, OH 44114

Buyer: Jules Gilliam
216-664-2621
jgilliam@city.cleveland.oh.us

Requestor: Jonathan Shafer
216-623-5580
jshafer@city.cleveland.oh.us

Procurement Folder	RFB No.	RFB Description	
137113	RFB 6002 202200000000342	Illegal Drugs & Related Chemicals Destruction	
RFB Closing Date/Time		Department/Division	Public Bid Opening Date/Time
July 05, 2022 3:00 PM		6002	July 05, 2022 3:00 PM

SCHEDULE OF EVENTS

Event Description			Event Date	
Group/Line#	Commodity Description	Item Quantity/UOM	Service Dates	Catalog Discount
1 / 1	Illegal Drugs & Related Chemicals Destruction		From To	

Disposal/Destruction of Drug Evidence and Reagent Grade Laboratory Chemicals. Chain of Custody Will Be Monitored by the Inspections Unit and Crime Scene and Records Unit to Ensure Complete and Total Disposal/Destruction. Vendor Must Use a High Temperature Thermal Destruction as the Primary Method of Disposal/Destruction and Adhere to ALL Environmental Protection Agency Standard Practices.

- Approximately 8,000 lbs. of Content To Be Disposed
- 85% of the Content Is Marijuana
- Other Drug Classifications Are Nominal in the Amount of Current Disposal Needs
- The Contents Could Be Dropped Off or Pick-Up at the Vendor's Selection
- Designated Location for Pick-Up:
1300 Ontario Street, 7th Floor
Cleveland, OH 44114
- Drug Classes: Opioids: Benzodiazepines, Cannabinoids, Barbiturates and Hallucinogen
- Lab Chemicals for Disposal: Toluene: Hexane; Chloroform, Ether as well as Various Other Acids and Photo Lab Chemicals. Also, Multiple Gallons of Confiscated PCP (Chemical Makeup Unknown) and Liquid Methamphetamine Waste
- The Contents are located in a Single Location with Multiple Storage Areas
- Type(s) of Certification: Must Meet EPA Standards for High Temperature Disposal
- There is an IMMEDIATE NEED for this service
- Limitations with the Removal & Disposal of Contents: Scheduling of Personnel/Unit to Handle Movement, Tracking and Security During the Process
- Protocol for Disposal: Items Will Be Tracked in the City of Cleveland's Record Management System to Meet All Legal Requirements
- A Record of the Disposal will be handled through the City of Cleveland's LERMS Record System

Priced per Pound for Disposal: \$_____

*****Purchase Order Will Be Valid for One (1) or Until Funds Are Exhausted Whichever Occurs First*****

*****Services Are To Be Provided After Prior Departmental Approval*****

*****Quantities, Orders, and/or Services May Vary*****

*****Purchase Order Not to Exceed \$15,000.00*****

Ship To:	Vendor Response	
Crime Scenes & Rec. Crime Scenes & Rec. 1300 Ontario St. Cleveland, OH 44113		Contract Amount
	\$	



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Vendor Response	Vendor Total Amount for Items	Vendor Total Amount for Services	Payment Discount Offer	
	\$	\$	%	Day(s)

TERMS OF DELIVERY

- Price quoted shall be F.O.B. delivered to the place designated on purchase order. No other terms will be acceptable.
- Delivery quoted must be stated in terms of work days after receipt of the order.
- All charges for shipping must be included within the Unit Price for each item quote unless otherwise designated by a separate line with a specified dollar amount inclusive of all shipping charges.
- No freight charges will be considered nor processed for payment unless apart of the original quote submitted prior to bid award.

EVALUATION CRITERIA

Group/ Line #	Evaluation Criteria Description	Response Type
1 / 1	Lowest and best bidder under Chapter 181 C.O.	NONE

BIDDER AGREES TO COMPLY WITH ALL TERMS AND CONDITIONS BELOW AND ON REVERSE SIDE OF THIS BID

Shipping/Freight Charges

ALL CHARGES FOR SHIPPING MUST BE INCLUDED WITHIN THE UNIT PRICE OF EACH QUOTE UNLESS OTHERWISE DESIGNATED BY A SEPARATE LINE ITEM WITH A SPECIFIED DOLLAR AMOUNT INCLUSIVE OF ALL SHIPPING CHARGES.

NO FREIGHT CHARGES WILL BE CONSIDERED NOR PROCESSED FOR PAYMENT UNLESS APART OF THE ORIGINAL QUOTE SUBMITTED PRIOR TO BID AWARD.

Call Buyer Only

Bidders must address all questions to the Buyer (See Above.) Do NOT contact the "Requestor." Contract only the Buyer listed above.

MSDS required

A Material Safety Data Sheet is required to be shipped with each specific applicable item on this PO.

No Price increase

This Purchase Order does not permit price increases.

Missing information

It is each bidder's individual responsibility to determine for themselves, in advance of bid submission, the accuracy and completeness of any and all information in an RFB. If a potential bidder does not notify the Division of Purchases and Supplies in advance of the bid opening date of any possible discrepancy then any such discrepancy or erratum cannot be the basis for a protest of award. Contact the Buyer immediately if there is a question of accuracy or completeness in these bid documents.



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BIDDER MUST COMPLETE & SIGN BELOW

NAME OF THE FIRM:		
STREET ADDRESS:		
CITY:	STATE:	ZIP CODE:
FED ID # / SSN #:		
PHONE NO.:	FAX NO.:	
EMAIL ADDRESS:		
PLEASE PRINT CONTACT NAME:		
AUTHORIZED SIGNATURE:		DATE:

All bids and related documents must be enclosed in a sealed envelope and marked with the RFB number.

RETURN BID TO: Division of Purchases & Supplies
601 Lakeside Ave
Room 128, City Hall
Cleveland, OH 44114